

## ProjectAIMS *Solutions*



### SHKMCM - L9 Electronic Document Management Solution

SHKMCM is the joint venture of Hong Kong Metro Company and Shanghai International Group Ltd in Shanghai. The company is now undertaking the project management of Part One of Shanghai main project R9. The company will combine the Shanghai local methodology and the advanced project management skill in Hong Kong Metro's 25-year project management and property development, to consolidate the benefit from both Shanghai and Hong Kong's best solutions. SHKMCM is not only committed to provide project management service in railway construction, but also ready to take part in other great projects

#### Challenge



Shanghai railway transportation Shensong Line Phase I Project (L9) has the total length of 31 kilometers, with the total investment of more than 11 billion RMB, twelve stations including 4 overhead stations and 8 underground stations. Pass through Yishan Road Station, Guilin Road Station, Hongmei Road Station, Hechuan Road Station, Outer Cycle Station, Qibao Station, Jiuting Station, Sijing Station, Sheshan Holiday Area Station, Holiday Area Second Station, University Town Station, Songjiang New Town Station. SHKMCM undertakes the full project management of L9, 31 Oct 2002, the first segment of L9 was set up ahead of schedule, which means the L9 project was fully deployed.

Almost 40 design institutions, supervision companies, agencies, civil and E&M contractors have been involved in the project construction process, excluding those subcontractors and sub-institutions of different contracts. The volume of the correspondence and information during project process is massive, including engineering drawings, red title documents, engineering business contact lists, RFIs, submittals, meeting minutes, memo, notes, and mails etc. How to manage and control those documents is the key to successful project management. The developed and implemented document management system must hold some characteristics like advanced, security, reliability, practicability, expansibility and so on. Besides, all the data information must be stored in one central database so that SHKMCM and its authorized business partners can easily store and access the latest information, quickly find and search for information.

#### Solution

Following the comprehensive evaluation and analysis on many companies and solutions, ProjectAIMS has been selected as SHKMCM's partner in E-Project Management System due to its professional background knowledge in AEC industries and abundant technical experience.

On May 2003, the preliminary phase of system implementation, when China was suffering from SARs, the implementation team of ProjectAIMS, together with SHKMCM executive team led by deputy project chief manager Henry Young, built the system framework and infrastructure. As per the established goal, implemented step by step, the system has been launched from mid June in order to effectively manage the incoming document, outgoing document, internal document, drawings and so on. The web-based management system allows the employees to remote access, and search for useful documents from anywhere anytime during the SARs period.

During the project implementation process, according to the requirement of practical work and business, some modification has been done to adjust the system, including the customized forms, reports, user manual and training, to facilitate its implementation. On 25 Dec 2003, SHKMCM announced its extensive deployment of the ProjectAIMS electronic document management solution.

Central database is provided by the system to effectively manage and handle massive data. Since its implementation, up to Jan 2004, over 13000 data records with a total volume of 1.2 GB have been stored, including documents, photos, and drawings etc. The combination of the Citrix server and the self-host computer module project management system, not only offers the high security and reliability, but also improves the working efficiency of SHKMCM IT engineers.

***"The efficient communication among all participants of railway project is critical," commented Henry Young, the deputy project chief manager of SHKMCM, "other than providing value-added service to our customers in the way of web collaboration, the biggest advantage is the improvement of the worker productivity, also the continuity and efficiency of project control."***

### Utilization

- Enable document management function, and manage all project records, including incoming documents, outgoing documents, internal documents, submittal, reports
- Manage drawings, including history records of drawings
- Share and view all kinds of documents, including meeting minutes, engineering business contact lists, faxes, RFIs, memo, correspondence etc.
- Share and view all kinds of drawings, including tendering drawings, contract drawings, construction drawings, and completion drawings. And redline, comment on those drawings.
- Concerning different kinds of information, different users may have different authorization to view, write, edit and delete
- Collaboration between headquarters and sites
- Central database for all kinds of data information like documents, drawings etc.
- Custom standard reports
- Adopt filter to rank, sort and quick search for the right information
- Streamline processes like document registration, submission and approval etc.



### Benefits

- Data centralization
- Information sharing, real-time access, search for and capture the right information
- Remote real-time communication and collaboration
- Improve working efficiencies
- Save money, time, paper, and eliminate unnecessary repetitive work
- Streamline check and approval processes, improve tracking, modification and storage of critical file



[www.projectaims.com](http://www.projectaims.com)

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